

WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT
Division of Economic Support
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To: Food Stamp Handbook Holders

From: Alice Wilkins, Deputy Director
Bureau of Work Support Programs

Rick Zynda, Director
Office of Food Stamps and Medical Assistance

RE: **FS Handbook Release 99-01**

DATE: August 1, 1999

EFFECTIVE DATE

Release and effective dates are on each page in the upper left-hand corner. The 1st is the release date; the 2nd is the effective date.

Implement the instructions at application, review, and change, or, if you wish, earlier. The following policy additions or changes are effective 08/01/99, unless otherwise noted.

COMMENTS

References to "OM" indicate that the information in the designated Operations Memorandum has been incorporated into the FSH.

CHANGES

The following changes are in this release.

Title Page	The Food Stamp Handbook title page has been updated with the correct departmental title and address.
Individual Unit	Has been renumbered. Reference to AFDC has been removed.
Introductory Financial Unit	Typographical errors in the rounding example were corrected.
Vehicle Unit Earned and Training Income Shelter & Utilities Computation Unit	Have all been renumbered with numerical designations only.
Assets Unit	In the Assets Unit at 01, we have added the statement, "Do not deem to the FS group from aliens who are receiving State Option Food Stamps."
Unearned Income Unit	Do not deem to the FS group from aliens who are receiving State Option Food Stamps.
Table of Contents	Change in formatting to prepare for Internet conversion.
1.2.2.1	Another exception to the relationship rules was added.
	The statement was deleted that said the FS group is not mixed categorically eligible if any member of the Food Unit loses eligibility for being disqualified for an IPV or because s/he did not cooperate with an FS work requirement.
1.3.2	Corrected policy. The presence of an IPV or work program sanction

does not mean a FS group loses its mixed categorical eligibility.

- 1.7.0 Only the elderly and disabled person and his/her spouse get to be in a separate FS unit, not any minor children.
- 4.2.0 Instructions were added on using the Battered Alien code.
- 4.2.8 Additional details regarding Hmong or Highland Laotian eligibility were added.
- 7.0.0 Change in formatting to prepare for Internet conversion.
- 8.2.1.0 A clarification has been added at 8.2.1, "Exemptions From FSET Registration", regarding persons providing care to a child under age 1 or to an incapacitated person.
- 8.2.2 A federal clarification was added. Persons working 30 or more hours per week, or who work for a monthly combined total of 120 hours or more are not be allowed to enroll in FSET as a volunteer.
- 8.3.0 Minor changes made to paragraphs number 1 and 3. Policy on number of hours required to meet work participation standard clarified.
- 8.5.2 An incorrect reference was corrected.
- 8.6.1.1 Removed. See CARES Guide. Section renamed.
- 8.6.2.3 Removed workaround. See CARES Guide.
- 8.8.0 A clarification tells how to treat a person from another state who enters Wisconsin with an ABAWD strike or strikes.
- 8.8.2 Clarifications were added regarding the imposition of an ABAWD strike for less than a full month of eligibility and the statement referring to, "20 hours of Education and Training," was changed to, "80 hours per month... ."
- 8.8.3 Added back in an option for ABAWDs to regain eligibility that had been incorrectly deleted in 98-04.
- 8.8.3.1 The reference to ABAWDs failing to meet work requirements, "through no fault of their own", has been deleted.
- 9.3.2 Clarification of policy defining when a Huber Law prisoner will be considered temporarily absent from the household. Conforms to Medicaid policy. OM 99-36.
- 10.0.0 Clarification regarding how child support cooperation information is received. Procedure for non-custodial parents. Clarified policy on when non-cooperation status is removed. OM 99-44.
- 10.0.1
- 10.1.0
- 11.3.8 The definition of whom is considered, "disabled," for purposes of the vehicle disregard, has been clarified.
- 11.4.7 Trust funds no longer are required to be irrevocable by any food unit member.
- 12.2.16 A new entry describes the treatment of COP payments.
- 12.2.25.2 The maximum allowable CS DEFRA disregard wording was modified, "Disregard 41% up to a maximum \$50..."

12.2.26	The reference to AFDC was deleted.
12.2.33.3	Instructions for coding a SSI-E payment entry in CARES were revised.
12.2.41	A statement to count the gross amount of private disability payments as unearned income in the month received was added.
12.3.1.2	<p>Policy change: FS groups with earned income and 3-month certification periods must report any changes in: salary or wage rate; full-time or part-time employment status as defined by the employer; or source of earned income.</p> <p>Agencies must take timely action on all these changes reported to them.</p>
13.5.2.1	The reference to the MRF was deleted from the section describing reporting requirements when there are less than 6 months of operation.
14.0.0	Instructions regarding sponsors of aliens, exempt aliens, repayments due from sponsors and battered alien coding were expanded. Sections are re-numbered.
16.3.8.1	Reference to MRF removed.
16.4.4	Specific medical expense items that must be verified have been listed.
17.5.0	A reference to another entry was corrected, it now reads, 17.5.1. In 17.5.1, paragraph 2, another reference was corrected to now read 17.5.2. Two examples of recertification situations were added.
21.1.0	Policy clarifications on verifications of changes.
21.3.0	Requirements for eligibility for a telephone interview have been deleted. Mail-in recertifications have been added. Additional information on forms and procedures for mail-in recertifications will be issued by OM.
22.2.2	Repayment Agreements are now due on the 25 th of each month. If the group is receiving FS, recoupment will take place in all cases, and any repayment will be in addition to recoupment. New procedures for handling missed payments.
22.2.3	Made corrected reference to DWD.
22.2.3.2	New policy on collecting overissuance claims against participating households.
22.2.6	<p>Deleted policy on suspending collection of overissuance claims. Suspension of claims is no longer allowed. Section renamed.</p> <p>Clarification of policy on writing off claims.</p>
22.2.11 22.2.11.1 22.2.11.2	The conditions for the use of the tax intercept provisions have been modified and the Repayments section contains new policy regarding offsets and repayment schedules. Notice deadlines have changed.
Index to the Appendix	An entry for, "Trial Job Wages" was added.
Abbreviations	Formatting has been changed to prepare for Internet conversion.